

Directions for the Service Coordinator upon receipt of the signed IFSP - Family Cost Participation Addendum page

- 1 This Addendum must be added to the family's IFSP as the current signature page.
- 2 Depending on the option the family chose, the SC may need to change the early intervention services the family receives and note the change on the IFSP Supports and Services page.
- 3 The option the family selected below will be effective on October 31, 2010 unless otherwise noted by the family.

	If the Parent/Responsible Person Selected:	The Service Coordinator: (steps)
Does Not Change Consent to Current Services (<i>First Option</i>)	I understand and will fulfill my financial obligations, if any, for the early intervention services I have consented to on the IFSP that is in effect on November 1, 2010. By choosing this option and signing below, my services will continue as identified on my IFSP and I may be billed a portion of the costs for services provided on or after November 1, 2010.	<ul style="list-style-type: none"> • Revises the "Who Will Pay" column of the IFSP Supports and Services page to include "FCP" for services which fees apply, if known that family has a percent to pay. • Mails a copy of: <ol style="list-style-type: none"> a) the cover letter acknowledging receipt of addendum, b) the revised FSP Supports and Services page of the IFSP; and c) the signed IFSP Addendum to the parent as the current IFSP Services and Consent page.
Changing Consent to the Frequency of a Services OR Withdrawing Consent to a service (s) (<i>Second Option</i>)	<p>I withdraw my consent for the following services and/or frequency of services on my family's IFSP.</p> <p>I understand that choosing this option and signing below withdraws or changes my consent for the Early Intervention services identified above. This addendum will be added to my IFSP. The service(s) above will end or be reduced effective October 31, 2010.</p>	<ul style="list-style-type: none"> • Revises the IFSP Supports and Services page to reflect the parents' change of consent to: <ol style="list-style-type: none"> a) reduce the frequency, effective 10/31/2010 or b) change the " Actual End Date" for a service(s) to 10/31/2010.. • Notifies the service providers of: <ol style="list-style-type: none"> a) the change in frequency or b) the end date of a service(s) and documents notification in contact log. • Mails a copy of: <ol style="list-style-type: none"> a) the cover letter acknowledging receipt of addendum, b) the revised IFSP Supports and Services page, and c) the signed IFSP Addendum to the parent as the current IFSP Services and Consent page.
Declines to Submit	I decline submission of the Financial	<ul style="list-style-type: none"> • Revises the "Who Will Pay" column of the IFSP Supports and

<p>Financial Information and Will Pay 100%</p> <p><i>(Third Option)</i></p>	<p>Information Form and supporting documentation. I understand and will fulfill my obligation to pay 100% of the State's costs for the early intervention services that I have consented to on my IFSP that is in effect on November 1, 2010. By choosing this option and signing below, my services will continue unchanged and I will be billed 100% of the State's costs for services provided on or after November 1, 2010.</p>	<p>Services page to "FCP" for services in which fees apply.</p> <ul style="list-style-type: none"> • Mails a copy of: <ul style="list-style-type: none"> a) cover letter acknowledging receipt of addendum, b) the revised IFSP Supports and Services page, and c) the signed IFSP Addendum to the parent as the current IFSP Services and Consent page.
<p>Only Wants Services Available at No Cost</p> <p><i>(Fourth Option)</i></p>	<p>I decline financial responsibility and only want to receive the early intervention services that are available at no cost. I understand that choosing this option and signing below withdraws my consent to initiate or continue the early intervention services on my IFSP to which fees apply. This addendum will be added to my IFSP. Services that may have a fee will end effective October 31, 2010.</p>	<ul style="list-style-type: none"> • Revises the current IFSP Supports and Services page by entering 10/31/2010 as the "Actual End Date," for those services in which fees apply. • Mails a copy of: <ul style="list-style-type: none"> a) the cover letter acknowledging receipt of addendum and the end date of all services in which fees apply b) the revised IFSP Supports and Services page, c) this signed IFSP Addendum to the parent as the current IFSP Services and Consent page. • Notifies the service providers of the revised "Planned End Date". Document notification in contact log. • Contacts family to review the outcomes, strategies, and community resources available to assist them to meet their outcomes and/or to support their child's continuing development. In addition, the family and service coordinator should consider the services at no cost that the family may receive, such as assessment for the annual IFSP and transition planning, which includes completion of Exit ratings for Child Indicator Summary form.
<p>Withdrawal from AzEIP</p> <p><i>(Fifth Option)</i></p>	<p>I withdraw my child and family from AzEIP. I understand that choosing this option and signing below, I withdraw my consent to initiate or continue all early intervention services on my family's IFSP. This addendum</p>	<ul style="list-style-type: none"> • Notifies the family's IFSP team of the end date for services of 10/31/2010, unless family notes otherwise. • Ensures the Exit portion of the child indicators is completed and submitted to DES/AzEIP, if child has been in early intervention services for at least 6 months.

	<p>will be added to my IFSP. All early intervention services will end effective October 31, 2010.</p>	<ul style="list-style-type: none">• Enters the “Actual End Date” of 10/31/2010, or earlier if indicated by the responsible person, onto the IFSP services page• Mails a copy of:<ul style="list-style-type: none">a) the Withdrawal from Early Intervention form, andb) the AzEIP Family Survey (with return envelope) to the parent.• As of 10/31/2010, ensures the child is exited from database using the exit reason, “Withdrawal by Parent or Guardian”.
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